

How would you like to order?

Choose from these easy options:

Call toll-free: 1-800-995-4099

Business hours: Monday—Friday, 8:00 a.m. to 4:30 p.m. (Pacific Standard Time [PST])

Check or credit card

Send a check or charge your order to a VISA or MasterCard credit card. If charging your order and submitting it by mail, please include the credit card number, the expiration date, and your signature on the order form and send it to the address shown on the order form on the following page.



Purchase order

All businesses, educational institutions, and governmental agencies may use purchase orders. **A bona fide purchase order with an authorized signature is required.** Mail it to the address shown on the order form on the following page.

All Sales Are Final

Damaged or incorrect shipments must be reported to CDE Press within 10 days of receipt. CDE Press will arrange for return or exchange of damaged or incorrectly shipped items at no additional charge.

International Orders

International orders must be charged to a VISA or MasterCard credit card. Please contact the CDE Press Sales Office at 00-1-916-445-1260 for information and rates.

Shipping and Handling Charges

You may use the chart below to determine the applicable shipping and handling charges. All orders to be delivered within the continental United States are shipped via United Parcel Service (UPS), ground service, ONLY.

UPS REQUIRES A STREET ADDRESS.

UPS GROUND CHARGES	
Number of Items	Add
1	\$5.95
2–50	\$4.95 per order plus \$1.00 per item
51+	Call 1-800-995-4099 for discounted rate

Special Shipping Charges

Orders to HAWAII and ALASKA are shipped via UPS Second Day Air. An additional charge for the shipping cost to those states plus a handling fee will be added to your credit card order. Call us toll-free at 1-800-995-4099 for details.

CALIFORNIA SALES TAX TABLE (Percent of subtotal, by county)*

Alameda	8.75	Placer	7.25
Alpine	7.25	Plumas	7.25
Amador	7.25	Riverside	7.75
Butte	7.25	Sacramento	7.75
Calaveras	7.25	San Benito	7.25
Colusa	7.25	San Bernardino	7.75
Contra Costa	8.25	San Diego	7.75
Del Norte	7.25	San Francisco	8.50
El Dorado	7.25	San Joaquin	7.75
Fresno	7.975	San Luis Obispo	7.25
Glenn	7.25	San Mateo	8.25
Humboldt	7.25	Santa Barbara	7.75
Imperial	7.75	Santa Clara	8.25
Inyo	7.75	Santa Cruz	8.00
Kern	7.25	Shasta	7.25
Kings	7.25	Sierra	7.25
Lake	7.25	Siskiyou	7.25
Lassen	7.25	Solano	7.375
Los Angeles	8.25	Sonoma	7.75
Madera	7.25	Stanislaus	7.375
Marin	7.75	Sutter	7.25
Mariposa	7.75	Tehama	7.25
Mendocino	7.25	Trinity	7.25
Merced	7.25	Tulare	7.25
Modoc	7.25	Tuolumne	7.25
Mono	7.25	Ventura	7.25
Monterey	7.25	Yolo	7.25
Napa	7.75	Yuba	7.25
Nevada	7.375		
Orange	7.75		

*September 2005

Order Form

To order call: 1-800-995-4099

Business Hours: 8:00 a.m.–4:30 p.m., PST • Monday Through Friday

FROM:

SHIP TO:

SCHOOL/DISTRICT (if applicable)

☐ PUBLIC

☐ PRIVATE

SCHOOL/DISTRICT (if applicable)

NAME/ATTENTION

NAME/ATTENTION

ADDRESS

STREET ADDRESS (REQUIRED FOR UPS DELIVERY)

CITY

STATE

ZIP CODE

CITY

STATE

ZIP CODE

()

()

COUNTY

DAYTIME TELEPHONE

DAYTIME TELEPHONE

E-MAIL ADDRESS

E-MAIL ADDRESS

ORDER SELECTION:

Item No.	Title	Quantity	Price per copy or set	Total
			\$	\$

Prices and availability are subject to change without notice.

Mail completed order form to:

**California Department of Education
CDE Press Sales Office
1430 N Street, Suite 3207
Sacramento, CA 95814-5901**

Visit our Web site:

<http://www.cde.ca.gov/re/pn/>

SUBTOTAL

\$

California residents: Please add sales tax. (See chart on facing page.)

\$

Shipping and handling charges (See facing page for details.)

\$

Special shipping charges (See facing page for details.)

\$

TOTAL

\$

PAYMENT METHOD:

☐ CHECK (Payable to California Department of Education)

☐ VISA

☐ MASTERCARD

☐ PURCHASE ORDER

CREDIT CARD NUMBER

EXPIRATION DATE

AUTHORIZED SIGNATURE